

**YAKAMA NATION HUMAN RESOURCES DEPARTMENT
JOB ANNOUNCEMENT**



Announcement # 2015-148 **Issue Date:** 08-13-15 **Closing Date:** 08-27-15

Compliance Manager
Yakama Nation Gaming Commission
Compliance
Hourly Wage: \$30.88/Regular/Full-Time

Oversee surveillance and enforcement division personnel by assessing departmental activities and providing direction, motivation, training and leadership to continually improve performance of the compliance team. Performance objectives for the department include the preservation of the integrity of the Yakama Nation gaming activities, the safeguarding of casino assets, the protection of patron and employee safety, and the monitoring of adherence by casino operations to tribal, state and federal rules, regulations and law and the maintenance of a highly skilled, adaptive and motivated team. The Compliance Manager shall participate in the overall leadership and direction of the organization and shall ensure that departmental activities are aligned with overall organizational objectives. The development and maintenance of cooperative and supportive working relationships with other Commission departments is essential.

Knowledge, Skills and Abilities:

- Knowledge of the principles and practices of tribal administration and general office practices and procedures.
- Knowledge of tribal, state, and federal laws and regulations, specifically in relation to the gaming industry.
- Knowledge of casino surveillance including gaming procedures, games integrity, patron and asset protection, and enforcement standards of practice.
- Knowledge of Internal Control concepts, trends and best practices.
- Ability to demonstrate strong team management and interpersonal relationship skills.
- Ability to demonstrate excellent written and verbal communication skills.
- Ability to consistently lead, delegate and supervise subordinate staff.
- Ability to demonstrate strong project management, analytical, facilitation, negotiation and critical thinking skills.
- Ability to multi-task and demonstrate strong analytical skills to assemble key data, potential problem areas and develop recommendations for viable solutions.
- Ability to demonstrate a positive attitude to lead, coach and develop team members efficiently and effectively to ensure high levels of productivity and motivation.
- Skilled in various personal computer applications, including Microsoft Word, Excel, Works and Access.
- Skilled in the operation and administration of the CCTV surveillance system utilizing the NICE Vision digital control system.

General Recruiting Indicators:

- Minimum high school diploma or GED required. Certificate, college coursework helpful. Bachelor's degree in Criminal Justice and/or Business Administration highly desired. Three to five years of gaming experience required. Three to five years supervisory/managerial experience required. Any equivalent combination of education and work experience may be substituted for required qualifications.
- Professional certifications (Law Enforcement, Certified Fraud Examiner) desired.
- Required to pass a pre-employment drug and alcohol test.

Special Requirements:

- Ability to pass an annual thorough criminal background investigation.